

Ripley County Community Foundation

Grant Report Form

This report is due 6 months after grant is awarded

Internal Revenue Service regulations require Community Foundations to have this completed form on file.

Organizations who have been awarded prior grants must have complied with all reporting requirements and be in good standing before submitting another request.

Type of Grant Awarded: _____

Date of this report: _____ Date grant awarded: _____

Name of Organization: _____

Officer making report: _____

Phone number & e-mail of officer making report: _____

Grant Purpose: _____

Amount of Grant awarded: _____ Grant ID #: _____

Complete the following:

1. Detail the project objectives achieved per the proposal outline.
2. Evaluate the success or failure of the funded project.
3. Attach a **detailed project budget** including how Foundation funds were used as outlined in the grant proposal. Include other sources and amounts of funding such as donations, fees, other grants, and in-kind contributions, used to complete your project.
4. **Attach copies of receipts and copies of checks or credit card statements used to purchase grant items.**
5. **Include a photo** of the completed project for documentation and PR purposes. Photos must be either e-mailed to the Foundation or be on reproducible photo paper. Please be aware that any pictures sent could be used in future publications for RCCF.
6. How was this grant publicized? You must provide copies of the publicity for this grant.

*You must complete each question from this form with a narrative description.
Use reverse side or additional sheet if necessary.*